

WORKLOAD FACTORS

SN/Admin/

25X1A

1. Number of Projects, by type, which require the preparation of Logistics Annexes Approx. 45
2. Number of Requisitions per month, including price studies, prepared Average 25
(61 requisitions 1 July thru 22 Sept)
3. Number of Property Disposal Actions per month Negative
4. Number of Cables and Dispatches prepared per month Very small
(Stated that cables and dispatches were prepared in the Country Branches and released thru the 'host' division)
5. Manhours per month spent attending meetings and conferences 8-12 hours
6. Manhours per month spent in review of proposed regulatory issuances 16 hours
7. Recurring and intermittent reports per month and man hours spent on their preparation

Recurring	0	Manhours	0
Intermittent	few	Manhours	5
8. Number of actions and manhours per month on general service type activities

Actions	no record	Manhours	53
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